

APPLICATION FORM FOR THE ISSUANCE OF DEGREE

All the particulars required below should be legible and accurately filled by the candidate in his own handwriting. Form complete in all respects would only be accepted. The incomplete form would be returned to the candidate which must be resubmitted to this office immediately after completion.

THIS OFFICE WILL NOT BE RESPONSIBLE FOR ANY DELAY IN A CASE
WHERE THE FORM IS NOT COMPLETE IN ALL RESPECTS
(READ CAREFULLY INSTRUCTIONS OVERLEAF)

- 1. Name of applicant in block letters _____
- 2. Father’s Name _____
- 3. Present Address _____
- 4. Permanent Address _____
- 5. CNIC No. _____
- 6. E-mail _____ Phone/Cell/Whatsapp # _____
- 7. Nature of document required _____
- 8. Regd. No. _____ 9. Bank Challan No. _____ Dated _____
- 10. Record of Examinations Passed

(For Undergraduate Students)

Degree _____ Faculty _____ Major/Section _____
Year of passing _____ Marks obtained _____ CGPA _____

(For Postgraduate Students)

Degree _____ Faculty _____ Major/Section _____
Year of passing _____ Marks obtained _____ CGPA _____

I solemnly declare that the facts mentioned in the application are correct

Signature of the Applicant

IF THE DEGREE IS TO BE DESPATCHED,
ADDRESS MUST BE GIVEN HERE

Signature of the Applicant

- 2 -
INSTRUCTIONS

- 1. Application for certificate should be accompanied by the following documents:-
 - i- Certificate ‘A’ signed by Dean of the Faculty/Director of Institute/Principal College concerned.
 - ii- Attested copy of CNIC.
- 2. In case the candidate is employed in Government or Semi-Government Institution, certificate ‘B’ must be signed by the Head of Institution (copy of service card must be attached) .

CERTIFICATE ‘A’

[To be signed by the Dean of Faculty/Director of Institute/Principal, College concerned]

1. _____ hereby certify on the basis of my personal knowledge and on the evidence produced before me that Mr./Miss/Mrs. _____ Son/Daughter of _____ is the same person whose particulars given in this application form is the same person who passed the _____ Major _____ Examinations in _____ (year) from University of Agriculture, Faisalabad/College concerned. His/her particulars filled in by the application are correct and his/her signature is attested.

Signature
and official
Stamp

Tutor/SupervisorChairmanDean/Director/Principal

Dated _____

CERTIFICATE ‘B’

1. _____ hereby certify on the basis of my personal knowledge and on the evidence produced before me that Mr./Miss/Mrs. _____ Son/Daughter of _____ working as _____ is the same person whose particulars given in this application form and his/her signature are attested.

Dated _____

Signature _____
Seal of the Office _____

Rate of fee as approved by the Syndicate vide Notification No. A-4/410/6608-6700 dated 4-5-2026

i-	Degree in Absentia *Degree will be treated on urgent basis if applied within three months from the date of final/degree notification.	5500/- (Normal) *10000/- (Urgent)
ii-	Dispatch (local shipment charges)	400/-
iii-	Dispatch (foreign shipment charges)	20000/-

- Note:-**
- i- **Original CNIC/Passport/Driving License must be shown at the time of receiving Degree in person.**
 - ii- **Copy of CNIC & Provisional Certificate must be attached.**

To

The Controller of Examinations,
University of Agriculture,
Faisalabad.

Subject:- **DEGREE IN ABSENTIA**

I request that I may be issued my degree in absentia. I have filled in the prescribed application forms and have paid the required fee.

Signature of the applicant:_____ Regd. No._____

Degree _____ Year of Passing _____

Signature of Applicant

FOR OFFICE USE ONLY

Register No./Year _____ page _____ Sr. No. _____ Degree No. _____

Degree _____ year _____. The identity of the candidate has been

Checked and the said degree is being delivered/dispatched through insure parcel vide P/O

Receipt No. _____ dated _____

Deputy Registrar (Exams.)

Admin. Officer (Exams.)/Degree Assistant